

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK
AUTHORIZING AN AGREEMENT WITH
SOCKLER REALTY SERVICES GROUP, INC.
FOR APPRAISAL SERVICES
AS AN EXTRAORDINARY UNSPECIFIABLE SERVICE**

WHEREAS, the Township of North Brunswick has a need to acquire Appraisal Services for 2016; and

WHEREAS, on October 5, 2015, the Township Council approved resolution 267-10.15 authorizing the issuance of Requests for Proposals for said services; and

WHEREAS, services were procured in formal manner under N.J.S.A. 40A:11-4.1a et seq. under both a fair and open and competitive process to assure that each person and/or firm is provided an equal opportunity to submit a proposal; and

WHEREAS, the Purchasing Agent received, and the Deputy Municipal Clerk witnessed, the receipt of five proposals for said professional services on November 13, 2015; and

WHEREAS, the Evaluation Committee, designated to review proposals and make a recommendation, has completed the review process and included herein an Evaluation Report detailing their review and recommendation; and

WHEREAS, the Evaluation Committee recommended the award of contract PRO16013 to BRB Valuation and Consulting Services (22 Windham Drive, Eastampton, New Jersey 08536) to serve as the Lead Firm to provide Appraisal Services for calendar year 2016; and

WHEREAS, in addition, the Evaluation Committee recommends the firm Sockler Realty Services Group, Inc. (299 Ward Street, Suite C Hightstown, New Jersey 08520) to provide Tax Appraisal services, as requested by the Tax Assessor, for calendar year 2016; and

WHEREAS, Township Attorney Ronald Gordon has reviewed the proposals submitted and determined the proposal submitted Sockler Realty Services Group, Inc. to be responsive under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and any provisions of the revised statutes of the State of New Jersey; and

WHEREAS, it is in the best interest of the Township of North Brunswick to enter into an agreement with Sockler Realty Services Group, Inc. to provide Appraisal Services as needed for calendar year 2016; and

WHEREAS, the Chief Financial Officer shall certify and appropriate funds from the budgeted and capital improvement authorizations relating to services rendered.

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2016, that the Township Council of the Township of North Brunswick does hereby authorize the Mayor to execute and the Township Clerk to witness an agreement with Sockler Realty Services Group, Inc.

BE IT FURTHER RESOLVED notice of this action shall be published in the Home News & Tribune as required by law within 10 (ten) days after its passage.

CERTIFICATION

I, Kala Sriranganathan, Chief Financial Officer, shall certify and appropriate funds from the budgeted and capital improvement authorizations relating to services rendered. Contract PRO16025



Kala Sriranganathan
Chief Financial Officer



TOWNSHIP OF NORTH BRUNSWICK

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Evaluation Report

Tax Appraisal Services - Request for Proposal PRO16013

December 22, 2015

Evaluation:

The Township Council passed a resolution authorizing the solicitation of proposals for Tax Appraisal Services in the Finance Department through a competitive contracting process. This process allows for other factors other than price to be taken into consideration in awarding a contract. This process also requires that a committee be established to evaluate proposals in accordance with a "weighted" criteria established prior to solicitation of proposals.

Pursuant to N.J.A.C 5:34-4.3, the Township established a three (3) person committee comprised of the following individuals:

Justine Progebin, Assistant Business Administrator/Purchasing Agent
Dianne Walker, Tax Assessor
Kala Sriranganathan, Director of Finance

The committee reviewed and discussed both the Request for Proposal and alternative evaluation criteria on several occasions. The committee agreed to the criteria to be evaluated and the numerical weighting to be assigned to each. The established weighting criterion was as follows:

- Understanding of Service: **30 points**
- Prior Experience of Individual/Team on similar projects: **20 points**
- Overall Company History with Similar Services: **30 points**
- Agreement to Pricing Model: **20 points**
- Total: **100 possible points**

Competitive contracting proposals were solicited. Five (5) proposals were received by the submission deadline.

The five (5) vendors who submitted were as follows:

Potential Vendors:

Bettina D. Sholk Real Estate Appraisal 5 Rosemary Road East Brunswick, NJ 08816	Sockler Realty Services Group Inc. 299 Ward Street Hightstown, NJ 08520
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BRB Valuation & Consulting 22 Windham Drive Eastampton, NJ 08060	Samuel Levi 603 West County Line Road Ste. 2 Lakewood, NJ 07801
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Stern & Dragoset Appraisal Group, LLC
109 Green Street
Woodbridge, NJ 07095

The committee members all individually reviewed each proposal. The committee then met to discuss the proposals, discussing observations, experience, proposed methodology and other factors.

The committee members then individually filled out Committee Evaluation Forms, assigning numerical scores for each criterion.

The Committee highlights the following factors affecting the evaluation and scoring:

Sockler Realty Services Group, BRB Valuation & Consulting, Stern & Dragoset Appraisal, and Bettina D. Sholk Real Estate Appraisal received maximum points for pricing models. BRB Valuation & Consulting and Sockler Realty Services Group received the two highest points for experience of the individual or team. BRB Valuation & Consulting and Sockler Realty Services Group both scored well on Understanding of Service, while Stern & Dragoset, Bettina D. Sholk, and Samuel Levi scored significantly less in the Understanding of Services, Prior experience and Overall Company History. While Samuel Levi, Starmark scored significantly lower for Pricing Model.

When the scoring was added for all vendors, the firms were ranked as follows:

Sockler Realty Services Group	280	Bettina D. Sholk Real Estate Appraisal	175
BRB Valuation & Consulting	275	Samuel Levi, Starmark	155
Stern & Dragoset Appraisal	240		

The proposals submitted by Sockler Realty Services Group and BRB Valuation & Consulting were ranked the highest when all scores were tabulated. Both firms have the competency and knowledge to be effective in valuation of North Brunswick Township's unique properties and issues.

The committee therefore recommends appointment of both appraisal firms: BRB Valuation & Consulting, to serve as the lead firm, and Sockler Realty Services Group for supplemental services.